

MISSION STATEMENT OF THE PACIFICA POLICE DEPARTMENT

The mission of the Pacifica Police Department goes further than basic response to crimes in progress. Our mission is to uphold the quality of life in the City by serving the citizens with the highest standards of ethics, professionalism, respect and fairness. We realize that our authority derives from the people of the community we serve.

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WE ARE COMMITTED TO:

The preservation of peace, order and safety by fair and practical enforcement of laws and ordinances

The prevention of crime through a proactive and collaborative effort with the community

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Our goals are to solve problems in the community by encouraging a mutually beneficial relationship, to provide the highest level of professional service to all, and to maintain our

TRADITION OF COMMUNITY SERVICE

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YEAR 2004 AT A GLANCE

Throughout 2004, the department continued to maintain a school resource officer in high schools and middle schools through the COPS grant.

Additionally the department continued to maintain an officer with the Rapid Enforcement Allied Computer Team (REACT) through a federal funding source.

The department was able to implement a motorcycle traffic unit, in conjunction with a comprehensive countywide grant with the Office of Traffic Safety.

The selection process was completed and implementation begun for installation of digital video systems in all patrol vehicles.

Protocol was established with the San Mateo County Crime Lab to control and more accurately project costs.

The department coordinated the Peace Officer Standards and Training (POST) certification of numerous in-house courses, providing a more cost-effective alternative to sending personnel away to training.

The POST field-training program granted its approval to the department for re-certification.

PLANS FOR 2005

The Pacifica Police Department's "Tradition of Community Service" will continue to emphasize honesty, integrity and commitment among its ranks and to the community it serves.

The main emphasis for 2005 will be:

1. Conduct a review of the taxi cab permit ordinance and initiate greater compliance.
2. Continue to review the massage therapy ordinance and work with local businesses to update the ordinance.
3. Maintain the School Resource Officer Program.
4. Maintain an officer in REACT through continued federal funding.
5. Deploy the motorcycle unit and participate in countywide and Office of Traffic Safety grants.
6. Implement a fireworks mitigation plan and coordinate with the North County Fire Authority for the July 4th holiday.

CRIMINAL INVESTIGATIVE DIVISION

Criminal Investigations, Narcotics Task Force, Technical Services (0520/0525)

The Criminal Investigative Division is responsible for the investigation and follow-up of all serious offenses that are not solved by the Field Operations Division. Examples of these types of crimes are homicide, armed robbery, rape, burglary, and auto theft. Assigned officers also conduct all investigations that require traveling outside of Pacifica and handle undercover surveillance, undercover investigation, and stakeouts of suspects and problem locations identified throughout the city. Criminal Investigative Division personnel assist the San Mateo County Narcotics Task Force when necessary. While personnel are assigned to the Task Force, they remain the responsibility of the Criminal Investigative Division supervisor and commander. A forensic technician provides technical support in the collection, preservation, photographing and processing of evidence, and also provides expert testimony in both municipal and superior court. The property clerk under the supervision of the forensic technician manages lost and found property, along with evidence

Juvenile Services (0510)

The Juvenile Services sergeant is responsible for investigating the majority of crimes against children, including physical and sexual abuse and child neglect, as well as all missing persons cases and crimes against dependent adults. Juvenile Services receives and processes all juvenile arrests, meets with parents and juveniles to assist with family issues and makes appropriate referrals to other agencies. The Juvenile Services sergeant also acts as a liaison between the police department and other local, county and state juvenile-related agencies.

Disaster Preparedness (0550)

Personnel assigned these responsibilities prepare and maintain an operational emergency management plan for all city departments for use in managing a major disaster. Disaster exercises are conducted within the city in conjunction with the San Mateo County Sheriff's Office of Emergency Services. Personnel assigned to emergency preparedness are trained in the Standard Emergency Management System used throughout the State of California

Crime Prevention/Court Liaison (0580)

The crime prevention officer is responsible for coordinating all crime prevention programs within the City of Pacifica. These programs include Neighborhood Watch, Red Ribbon Week, and home/commercial security inspections and plan review. The crime prevention officer also coordinates the Citizen Police Academy. Beginning in 2001, the crime prevention duties were assigned half time to a community service officer who spends the other part of the time filing cases with the San Mateo County District Attorney's Office.

FIELD OPERATIONS DIVISION

Patrol Services/Traffic Service (0560/0570)

The Field Operations Division contains the bulk of the department's personnel. Both patrol and traffic services fall within the Field Operations Division and are staffed with uniformed officers. Patrol and traffic officers are the primary contact for citizens within the community. Patrol services contain several units and programs on an as-needed basis to accomplish a specific mission. These programs include, but are not limited to, the Police Reserve Unit, Police Explorer unit, community service officers and the canine unit. The canine units provide tracking of suspects and crowd control, as well as conducting public demonstrations. In addition to these programs, patrol officers participate in the Northern San Mateo County Gang Task Force. Many officers within the organization hold other collateral assignments. Within patrol services, a number of officers are trained as hostage negotiators to deal with situations involving barricaded subjects or other critical incidents that may arise. In addition to handling routine calls for service, patrol and traffic services are responsible for security at special events, such as the Fog Fest, Fourth of July, dances, football games, and carnivals.

ADMINISTRATIVE SERVICES DIVISION

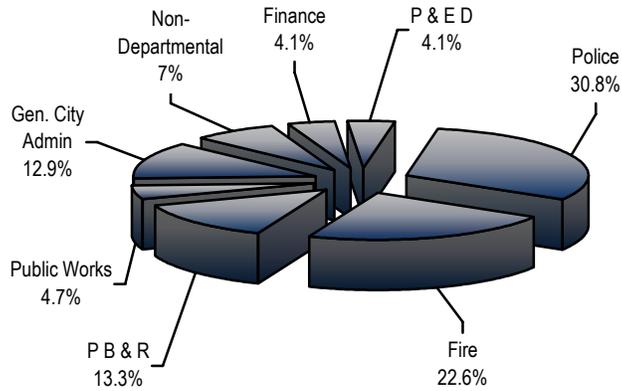
Communications Section (0530)

Communications handles over 20,000 incoming calls for assistance each year, including all 9-1-1 calls. Police resources are dispatched through the Communications Center on a 24-hour basis. The Communications Center also provides 9-1-1 initial telephone contact for fire and medical calls and dispatch services to Public Works and the North Coast County Water District on weekends and evenings. In addition to dispatch responsibilities, dispatchers index police reports and process warrants. Communications is responsible for input, maintenance and information purging from a variety of automated computer systems used by law enforcement throughout the Bay Area and the State of California, in addition to information shared with the National Criminal Information Center. Updating and managing alarm permits, geographic computer files and Emergency Notification files are also the responsibility of the communications personnel. In addition to this, on weekends, evenings and holidays, the Communications Center is responsible for all routine calls made to the department.

Records Section (0530)

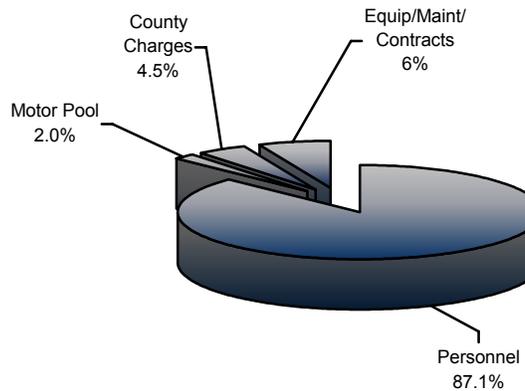
The Records Section handles routine business calls made to the department during typical business hours. Personnel prepare, maintain, and process all files and written documents required by law and internal policy. Records personnel process report requests for citizens and various outside agencies, permit applications, citations, subpoenas, victim letters, clearance letters, records checks, vehicle releases, juvenile records sealing, fingerprints, court dispositions and transmittal of monies. In addition to these tasks, personnel order and maintain supplies, prepare reports and department documents for microfilming, maintain computerized records systems, and submit state-mandated statistical data on a monthly basis. The Records Section offers assistance and referrals to the approximately 8,000 citizens who come into the police facility each year.

**CITY OF PACIFICA
BUDGET ALLOCATION
TOTAL BUDGET: \$22,070,334**



Police	\$6,786,209	-	30.8%
Fire	\$4,991,263	-	22.6%
Parks, Beaches & Recreation (PB&R)	\$2,932,661	-	13.3%
General City Administration	\$2,845,064	-	12.9%
Non-Departmental	\$1,660,297	-	7.5%
Public Works	\$1,041,999	-	4.7%
Finance	\$ 908,952	-	4.1%
Planning & Economic Development	\$ 903,889	-	4.1%

**POLICE DEPARTMENT
BUDGET ALLOCATION
TOTAL BUDGET: \$6,786,209**

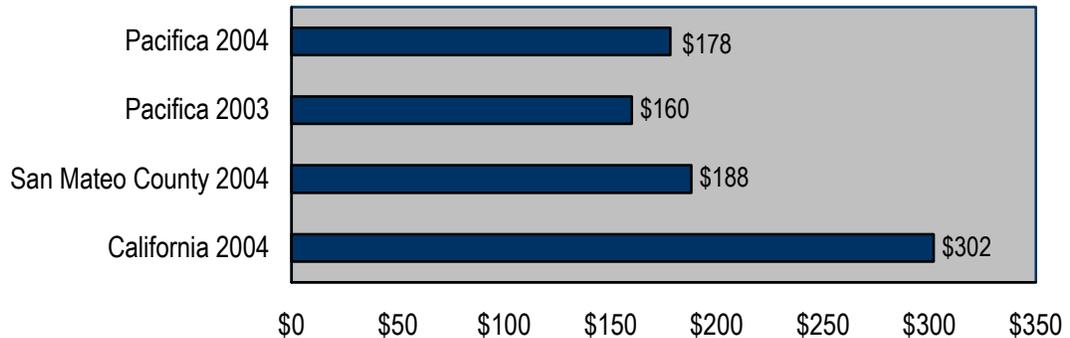


Personnel	\$5,915,671	-	87.1%
Miscellaneous Expense	\$ 435,638	-	6.4%
Equipment/Maintenance/Contracts	\$ 302,400	-	4.5%
County of San Mateo	\$ 302,400	-	4.5%
Motor Pool	\$ 132,500	-	2.0%

PER CAPITA EXPENDITURES

The following comparisons are based on data collected from 2004 State and County reports. Local data is based on 2003 and 2004 reports.

Law Enforcement



When comparing police department budgets, Pacifica has a full program budget and all expenses are included therein, including proportioned insurance costs, full vehicle expenses with amortization, utilities, and on down to paper clips. There are a variety of methods used by the compared agencies, which charge various costs to general service accounts.

FULL TIME POLICE PERSONNEL STAFFING

Staffing Per 1000 Population	Sworn	Civilian	Total
National	2.30	0.69	2.98
Pacific States	1.66	0.65	2.30
San Mateo County	1.80	0.68	2.48
Pacifica	0.97	0.41	1.37
Number of Pacifica Police Personnel	37.00	15.50	52.50
San Mateo County Police Personnel Average	46.00	17.11	63.11
To Match San Mateo County Average	9.00	1.61	10.61

The national average of officers per 1000 population has remained the same at 2.30 sworn officers while civilian personnel has decreased to 0.69. Pacific States and San Mateo County saw a decrease in sworn personnel and in civilian employees. Pacifica has seen an increase in personnel. To match the overall county average, however the department would need to increase its staffing by 10.61 people. The Pacifica Police Department has consistently been below the national and county average in this area, yet continues to provide a full range of services to our residents.

PERSONNEL OVERVIEW

The Pacifica Police Department consists of 52.5 employees 37 of whom are sworn police officers, including supervisors and managers. The department volunteer program is comprised of five reserve police officers, one volunteer/technical reserve officer and eight Police Explorers. The total hours the reserve police officers volunteered to the department in 2004 was 2490 hours. The department serves a population of 38,200, which reflects a ratio of 0.97 sworn officers per one thousand citizens.

The sworn officer profile averages 35.63 years of age with 10.13 years of Pacifica Police Department service. Education degrees held by sworn employees consist of eight Associate, 12 Baccalaureate, and two Masters. Four sworn employees are working toward higher degrees.

The department has a realistic career development program with components of education, training, assignment rotation, career counseling, performance evaluation, contemporary position specifications and a merit entrance and promotional system.

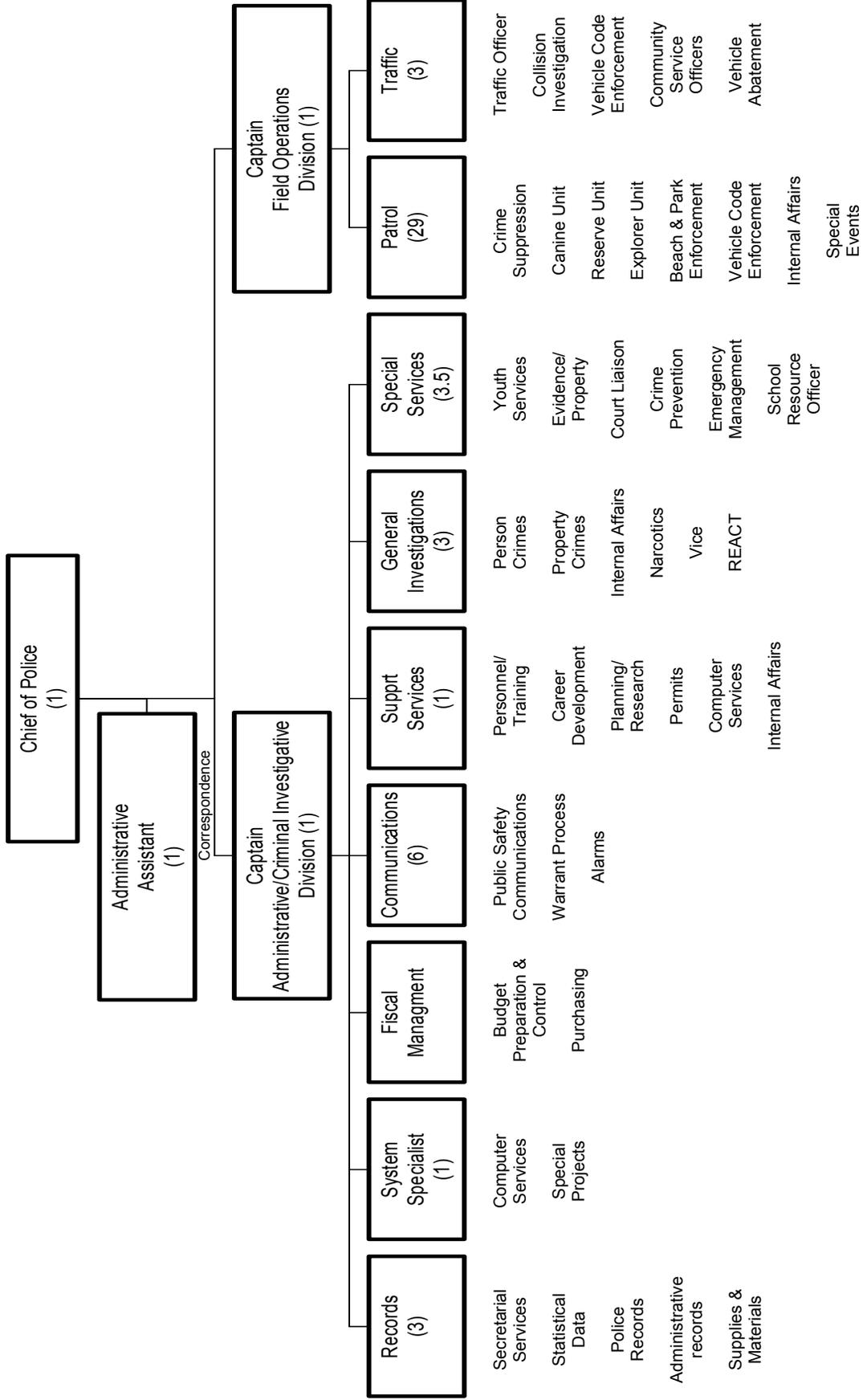
During 2004, employees received approximately 52 written commendations from the public and two Pacifica Police Department divisional commendations. There were five formal citizen complaints received and investigated. Two of the complaints were not sustained. In the three other complaints, only portions of the allegations were sustained. The department has continued its quality control program to ensure quality service to the citizens of Pacifica. Supervisors and corporals conduct reviews on calls for service handled by each officer and dispatcher on a continuous basis. A review of these reports for 2004 show the service rate as follows:

Excellent	88%
Good	11%
Poor	1%

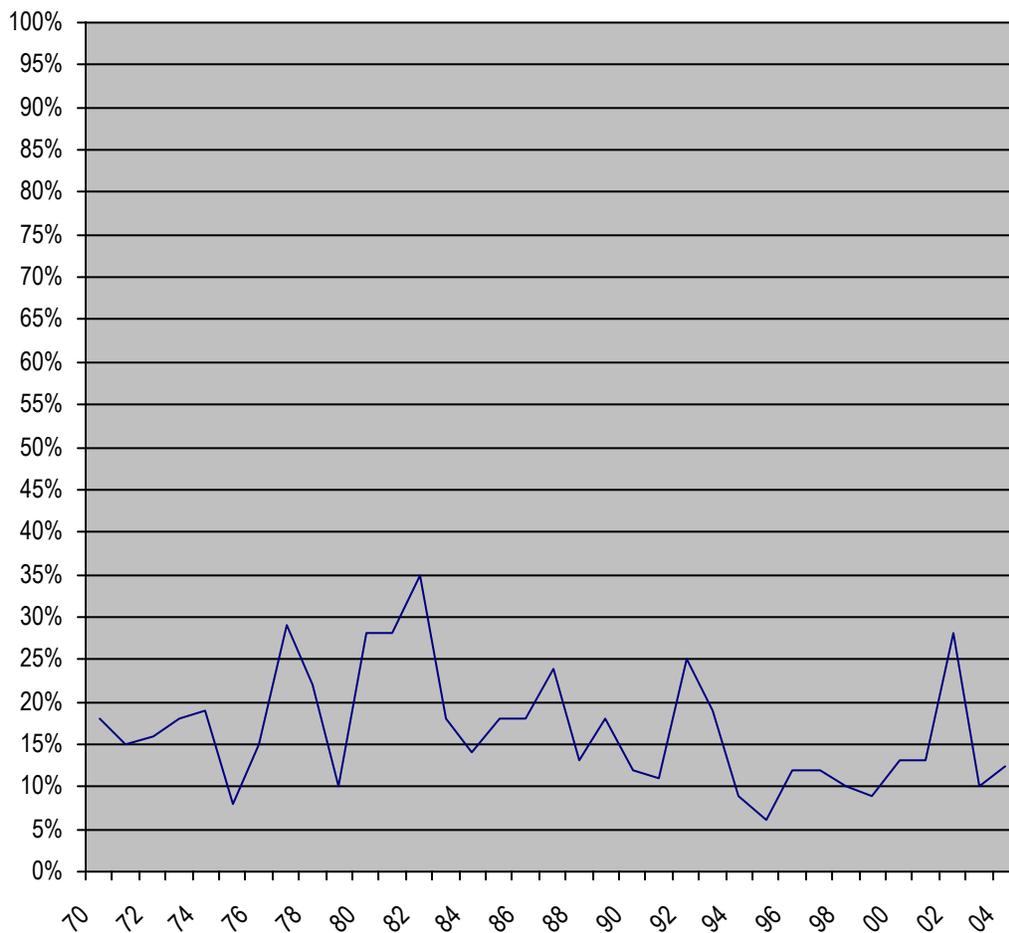
A police officer in today's society must deal with difficult physical, mental, and emotional demands while displaying tact, diplomacy, discretion, and the ability to make prompt and prudent decisions. Training to handle these varied job dimensions includes subjects such as criminal law and evidence, interviewing techniques, sexual assault and rape investigation, crowd control, management, supervision, communications, records, etc. The department provided approximately 8160.75 hours of training during 2004. Twenty-five training and information bulletins were published and provided to department personnel.

Organizational Chart

PACIFICA POLICE DEPARTMENT



1970 TO 2003
Percent



Personnel turnover during 2004 was 12.38% with four sworn officers leaving the department. One reserve police officer was also discharged from the department.

Personnel Turnover

COMPARATIVE BREAKDOWN OF TRAINING HOURS

Type of Training	2000	2001	2002	2003	2004
In-Service Roll Call (Includes Firearms Training)	1645.50	1716.00	1685.00	2242.50	2250.50
Field Training	2590.00	4500.00	6740.00	3952.00	1049.00
Outside Training (Includes Academy)	4039.00	4391.00	11544.00	2828.50	4773.50
Canine Training	339.50	441.00	139.00	785.00	255.50
Reserve Training	326.50	887.00	232.50	318.50	332.25
Total	8940.50	11935.00	20340.50	10126.50	8160.75
Average Per Employee	57.50	156.70	210.80	281.30	131.50

Field Training

2004 field training decreased significantly when compared to 2003. Overall, there was a decrease of 2904 hours. This is directly attributed to the city budget situation in which the Police Department lost positions for police officers and dispatchers, and was placed under a hiring freeze.

The department was able to hire four police officers in September 2004. Three of these four new officers were sent immediately to the Basic Police Academy, and one went directly into the field training program. Three non-paid reserve police officers obtained 219 hours of field training in 2004.

Outside Training

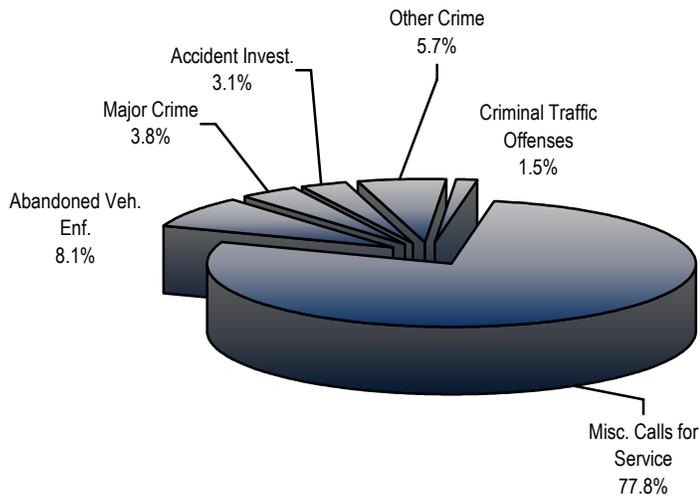
Outside training increased significantly when compared to 2003. Overall, there was an increase of 1445 hours. This is directly attributed to the 1320 hours three of the four new police officers hired in 2004 spent at the Basic Police Academy. As the department continued to host more POST-certified classes at its facility in-service training increased to 2250.5 hours in 2004. This is the most in-service training obtained by the department since 1999.

The average amount of training each employee received in 2004 decreased significantly - 131.5 hours in 2004 compared to 281.3 hours in 2003. This is attributed to the earlier hiring freeze, which affected field training hours, and the restriction that all non-mandatory training be halted until staffing levels again provided the flexibility to attend/conduct the training.

Canine Training

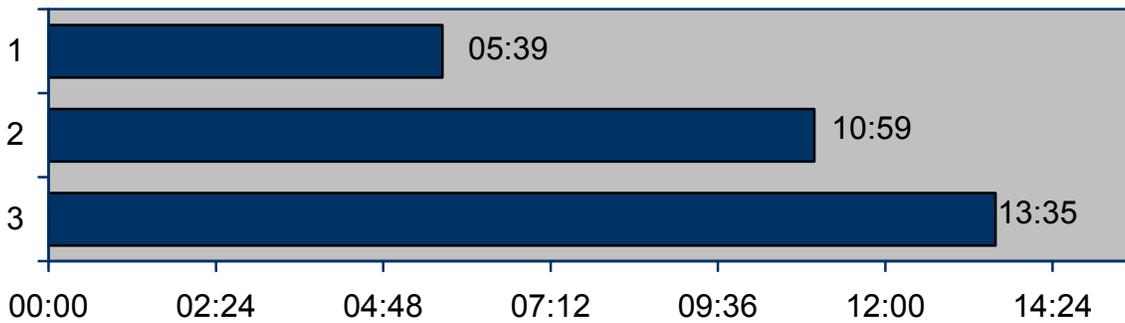
In 2004, the basic patrol dog course and canine tracking were no longer necessary. Consequently canine training hours decreased from 785 hours in 2003 to 255.5 hours in 2004.

TYPES OF CALLS FOR SERVICE



Response Times

- PRIORITY 1 - Life Threatening
- PRIORITY 2 - Immediate Response
- PRIORITY 3 - All Other Calls for Service



The average response time for Priority 1 calls decreased significantly in 2004 from 7:21 to 5:39. The response time for Priority 2 calls decreased from 11:46 to 10:59 and response times for Priority 3 calls decreased from 14:38 to 13:35. The department remains committed to maintaining the lowest response time possible through the safe and prudent action of the officers responding to emergency calls.

CRIME STATISTICS AND POLICE SERVICES ANALYSIS

PART I CRIMES

Overall Part I Crimes (serious*) increased by 7.8% during 2004.

Part I Crime Increases

Aggravated Assault (42 to 44)	4.8%
Auto Burglary (155 to 197)	27.1%
Residential Burglary (77 to 79)	2.6%
Auto Theft (85 to 97)	14.1%
Larceny (242 to 261)	7.9%

Part I Crime Decreases

Homicide (1 to 0)	100%
Commercial Burglary (53 to 35)	34.0%
Robbery (15 to 12)	20.0%
Sexual Assault (7 to 5)	28.6%

PART II CRIMES

Part II Crimes saw an overall increase of 1.1%. Neglect/abuse of child or elder remained the same at 25.

ARRESTS

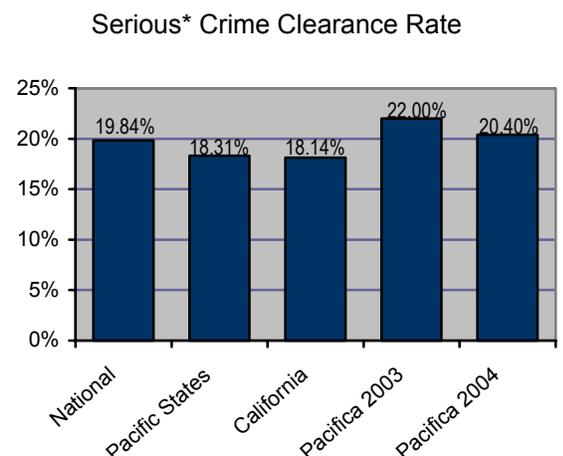
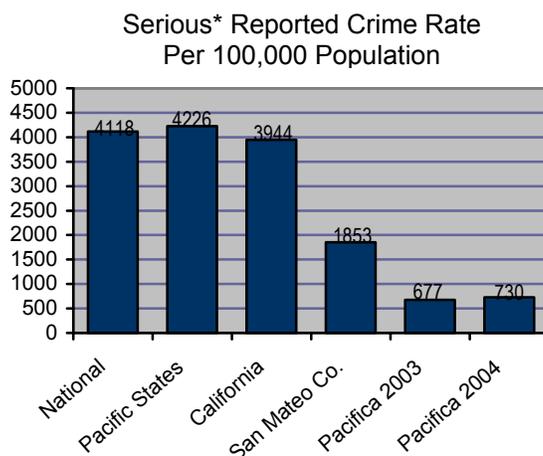
In 2004, arrests of adults for felonies increased by 18.0% while misdemeanors decreased by 3.8%. Arrests for criminal warrants increased by 10.8% and arrests for traffic warrants increased by 2.7%. Arrests of juveniles for misdemeanors decreased by 4.7% while juveniles arrested for felonies increased by 31.6%

TRAFFIC ACCIDENTS

Overall, automobile accidents increased by 6.8%. Injury accidents increased by 18.5%, property damage accidents increased by 8.0% and hit-and-run accidents decreased by 6.7%. There were no fatal accidents in 2004.

CLEARANCE RATES

In comparing Pacifica's Part I clearance rate of 20.4% to other areas, the department is just above the national average of 19.84%

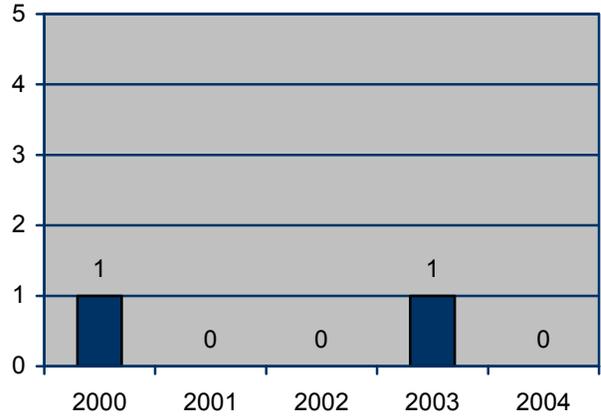


*Homicide, Rape, Robbery, Aggravated Assault, Burglary, Larceny, and Auto Theft

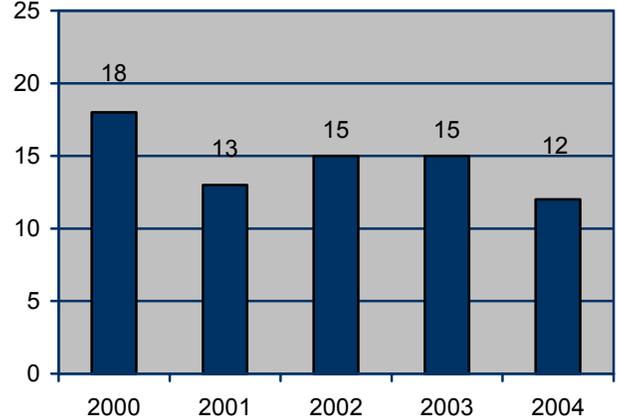
PART I CRIMES: FIVE YEAR COMPARISON

This year, the city experienced an increase in Part I crimes of 7.8% and an increase of 1.1% in Part II crimes. The five areas that affected the Part I crimes were a 4.8% increase in aggravated assault, 2.6% increase in residential burglary, 27.1% increase in auto burglary, 7.9% increase in larceny and 14.1% increase in auto theft. The three areas that caused an increase in Part II crimes were a 100% increase in arson (2 to 4), 15.6% increase in other felonies, and 17.3% increase in vandalism.

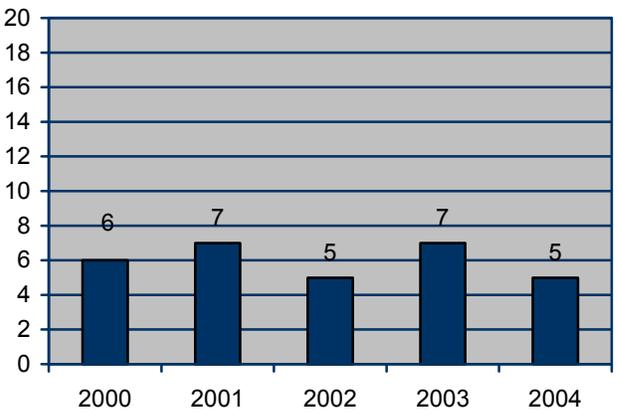
Homicide



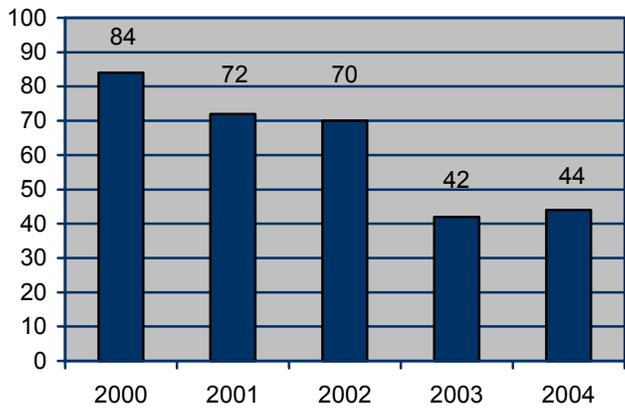
Robbery



Sexual Assault



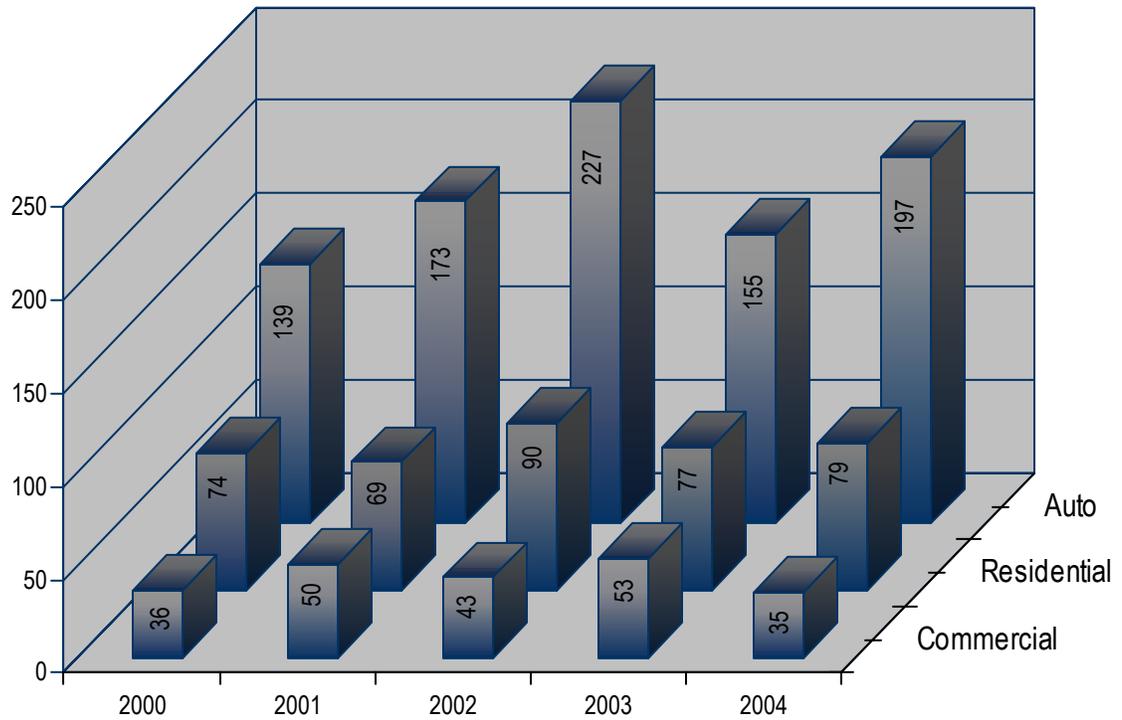
Aggravated Assault



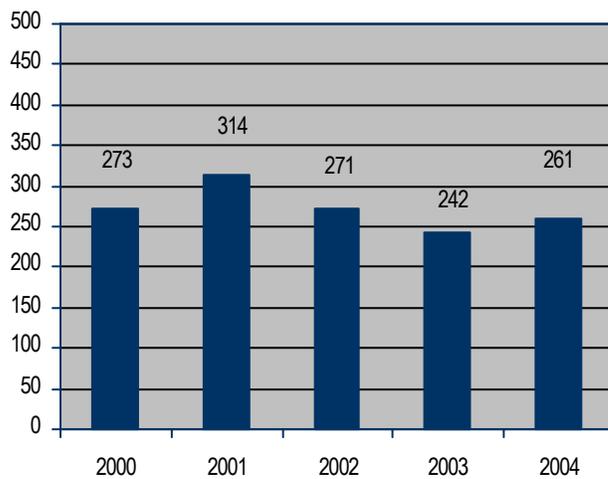
Five-Year Crime Comparison

PART I CRIMES: FIVE YEAR COMPARISON CONT.

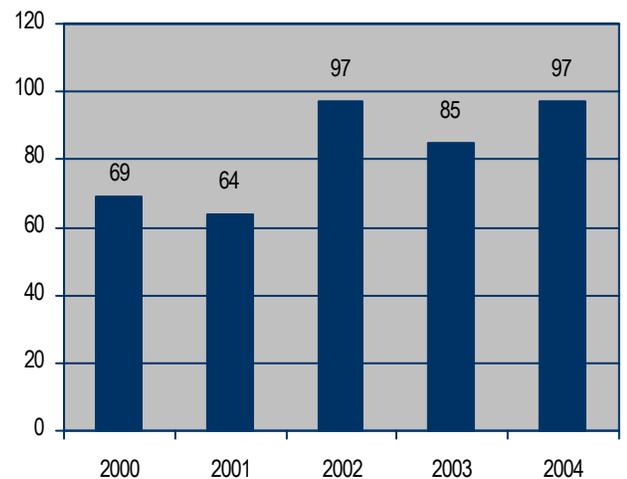
Burglary



Larceny



Auto Theft



Crime Statistics Five Year Comparison

	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
PART I CRIMES					
Homicide	1	0	0	1	0
Rape	6	7	5	7	5
Robbery	18	13	15	15	12
Aggravated Assault	84	72	70	42	44
Residential Burglary	74	69	90	77	79
Commercial Burglary	36	50	43	53	35
Auto Burglary	139	173	227	155	197
Larceny	273	314	271	242	261
Auto Theft	69	64	97	85	97
Total:	700	762	818	677	730
PART II CRIMES					
Arson	4	5	1	2	4
Assault/All Other	271	299	289	308	258
Vandalism	295	422	302	289	339
Neglect/Child Abuse	43	41	37	25	25
Other Felonies	51	58	126	128	148
Other Misdemeanors	299	334	295	339	329
Total:	963	1159	1050	1091	1103
ACCIDENTS					
Property Damages	295	353	414	362	391
Hit and Run	108	135	102	105	98
Injury	82	99	122	92	109
Fatal	2	0	0	1	0
Total:	487	587	638	560	598
Total Less Property Damage:	192	234	224	198	207
ARRESTS					
Adult-Felony	175	190	245	172	203
Adult-Misdemeanors	420	520	544	687	661
Warrant - Criminal	78	94	85	102	113
Warrant - Traffic	25	20	38	37	38
Juvenile - Felony	55	63	38	38	50
Juvenile - Misdemeanors	153	142	82	107	102
Total:	906	1029	1032	1143	1167
CALIFORNIA VEHICLE CODE					
Moving Citations	3060	2938	3230	5072	3097
Non-moving Citations	3006	10418	5480	1830	4132
14601'S	77	99	148	151	181
Drunk Driving	153	118	138	146	106
Total: (Citations Only)	6066	13356	8710	6902	7229
MISCELLANEOUS					
Alarms - False	776	687	682	550	531
Auto - Towed	476	423	415	360	356
Auto - Marked	1186	1321	1461	896	1212
Commitments	141	173	163	169	137
Marijuana Citations	43	59	76	40	35
Narcotic Violations	110	106	104	123	121
Calls For Service	7356	8131	8258	7667	7353
Total Calls For Service:	19981	20673	19356	19353	19486